



WASHINGTON COUNTY BOARD OF SUPERVISORS

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CLERK OF THE BOARD
Debra R. Prehoda

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FORT ANN
Samuel J. Hall, Vice Chairman

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DRESDEN
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Evera Sue Clary

WHITE CREEK
James S. Griffith

WHITEHALL
John W. Rozell

MEMO

TO: Chairman of the Board
Members of the Personnel Committee: Supervisors Hicks, Skellie, Campbell,
O'Brien, Fedler, Clary, Wilson

FROM: Clerk of the Board

Chairman Hicks has scheduled a Personnel Committee meeting for **Thursday, December 7, 2023 at 9:30 AM** in the 2nd Floor Classroom, Room B214, County Office Bldg. B, 383 Broadway, Fort Edward, New York.

The public may view the meeting here:

https://www.youtube.com/channel/UC_fkXChkwTrSnynELW05bqA

The Agenda is as follows:

1. Call to Order
2. Accept Minutes – November 9, 20 & 28
3. Staffing - Straight Backfill Requests (Informational):
 - A. Buildings & Grounds – Bldg. Maintenance Supervisor - Resignation
 - B. County Attorney
 1. Deputy County Attorney – Vacating 1/2024 Due to Promotion
 2. Assistant County Attorney – Vacating 1/2024 Due to Promotion
 - C. Sewer District
 1. Laborer – Vacated Due to Promotion
 2. Sewer Maintenance Worker – Vacated Due to Promotion
 - D. Social Services
 1. Caseworker (2) – Vacated Due to Resignation
 2. Community Services Worker – Vacated Due to Appointment to Aging Svcs. Asst.
 3. Social Services Examiner (2) – 1 Resignation & 1 Appointed Caseworker Asst.
4. Staffing Pattern/Grade Schedule Changes
 - A. Adopt 2024 Staffing Pattern & Fill Positions in 2024 Budget
 - B. Amend Staffing Pattern & Title by Grade Schedule for Reclassification – Administrative Assistant to Commissioner of DSS to Staff Development Assistant
**** Amend Staffing Pattern and Title by Grade Schedule ****
5. Other Business
 - A. Request to Purchase Items Budgeted in 2024 for CLIP and Use the County Logo
 - B. Request to Purchase Items Budgeted for Recruitment and Use the County Logo
 - C. Retirements
6. Adjournment

******Committee Members: Please notify this office if you are unable to attend.******

DATED: December 1, 2023
Fort Edward, New York